

**City of Lauderhill
Employment Opportunity
12/26/05
Open-Competitive**

**Job Title: Police Service Aide
Police Department**

Salary:

\$26,394.00 annually

Job Description:

Under general supervision, the purpose of the position is to provide support for traffic and road patrol Police Officers. Employees in this classification perform non-routine clerical and investigative work. Position is responsible for preparing police reports, responding to calls for assistance, investigating accidents, and issuing citations for infractions. Performs related duties as directed.

Note: Upon request, official job description of the duties required in this position is available in the Human Resources Department.

Qualification Requirements:

High School Diploma or GED; supplemented by six (6) months previous experience and vocational/technical training in law enforcement; or an equivalent combination of education, training, and experience.

Basis of Rating:

1. Review of application based on education, training, and experience as requested in the application.
2. Background investigation.
3. An interview designed to evaluate each applicant's knowledge in this field of work.

Closing Date & Time:

Open until filled

Applicant must file a complete application and attach copy of High School Diploma or GED and/or relevant certifications as indicated above. Resumes alone are not acceptable.

How to Apply:

Applications may be obtained at the City of Lauderhill, Human Resources Department, 5569 W. Oakland Park blvd., Lauderhill, Florida 33313, from 8:00 A.M. to 4:15 P.M., Monday through Friday. **Application must be received in the Human Resources Department.**

Benefits:

Full-time employees of the City enjoy an excellent benefits package including educational assistance program, paid vacation leave, pension, dental and health insurance and career advancement.